



Ordering from the Medical Supplies Contract in WISBuy

The Medical Supplies Contract #505ENT-M12-MEDICALSUP-00 is now available in both WISBuy environments. In order to access these catalogs, a special role will be assigned by KIT Technical staff to a purchaser's profile.

The above-referenced contract requires users to first obtain approval from MMCAP through an application process where a user or facility is provided an ID number. Several state agencies and facilities have MMCAP IDs with approved users for each ID.

BU Administrator's will need to request access for users by emailing doawispro@wi.gov. The email will need to include the user name and MMCAP ID. Once the MMCAP ID has been verified, users will be assigned the Medical role within WISBuy. Users will not be granted access to medical catalogs without an MMCAP ID.

If you do not have an MMCAP ID, please follow the instructions below to obtain one:

In order to purchase from the MMCAP Medical Supplies Contract, you must fill out MMCAP's application and submit it to the contract manager (Mojgan Hall) as an email attachment to: Mojgan.Hall@wisconsin.gov. After your application is approved, MMCAP will assign your MMCAP ID number to you. If you already have an existing MMCAP number you do not need to fill out the application.

The most up-to-date MMCAP application is located at the following link: www.mmcap.org.

1. Click on "What is MMCAP & Membership"
2. Click on "New Member Info"
3. Download the MMCAP application & agreement

If you have any questions, please feel free to contact Mojgan Hall at (608) 261-6359.